



INDONESIA CIVIL SOCIETY SUPPORT AND STRENGTHENING PROGRAM

Contract No. 497-C-00-99-00053-00

Quarterly Report No. 13

For the Period:

October 1, 2002 – December 31, 2002

Submitted to:

U.S. Agency for International Development
Jakarta, Indonesia

Submitted by:

Chemonics International Inc.
CARE International
International Foundation for Election Systems
International Development Professional, Inc.
Center for International Private Enterprise

February 5, 2003

CSSP QUARTERLY REPORT no. 13: CONTENTS

Summary	2
1. Program activities	4
P.O.1 Improved CSO analysis and advocacy	4
P.O.2 Effective CSO management and planning for financial self-reliance	6
P.O.s 1 and 2: Activities by region, with special emphasis on grant-related initiatives	
Strategic Activities Fund	17
Monitoring and Evaluation	18
2. Administrative arrangements and activities	20
3. Activities for the next quarter	24
Appendix 1: Financial statement for the 13th quarter	25
Appendix 2: CARE City Forum project progress report	26

CIVIL SOCIETY SUPPORT AND STRENGTHENING PROGRAM (CSSP), INDONESIA

Quarterly Report no. 13

Performance Objectives: All Performance Objectives

Activities: Activities relating to support for Indonesian CSOs (civil society organizations), particularly in USAID's 6 geographical focus areas, by means of grants, training and technical assistance, notably in the fields of advocacy, good management and financial self-reliance. Other forms of technical and training support to CSOs; other activities as agreed with USAID; and administrative matters relating to the CSSP Jakarta office and the CSSP sub-office in Surabaya.

Responsible Persons: Field office and home office technical and administrative staff of the CSSP Chemonics Group (Chemonics International, CARE International, IFES, IDP and CIPE).

Start Date: 10/01/2002	Completion date: 12/31/2002
-------------------------------	------------------------------------

Summary

This report describes the achievements of CSSP during the 3-month quarter October, November and December 2002. This was the first quarter of the 4th year of CSSP's 5-year program, which runs from October 1, 1999 to September 30, 2004.

The report outlines CSSP's continued efforts, undertaken in collaboration with USAID-CPT and other USAID Teams, to build sustainable clusters of CSOs (civil society organizations) in USAID's six priority regions – Aceh, East Kalimantan, North Sulawesi, West Java, East Java and Papua. As before, these efforts were made through the provision of (a) grants on a selective basis, and (b) targeted technical assistance and training. The report also shows how CSSP maintained its activities throughout the quarter despite heightened security concerns after the October 12 Bali bombing, concerns that resulted in the ordered departure of non-emergency US embassy staff and contractors, among them three of CSSP's four senior managers and CSSP's Monitoring and Evaluation Specialist.

The report is the 13th Quarterly Report for CSSP, and the 4th for calendar year 2002. It follows the pattern of quarterly reports submitted since CSSP became operational in December 1999. It is written by the Chemonics Group responsible for CSSP, and uses the format developed by Chemonics and approved by USAID. The layout of the report is similar to those of Quarterly Reports nos 11 and 12, with technical information given first, followed by information about administration. However the technical information differs from that of previous reports in that only two Performance Objectives (POs) are discussed, rather than four. This is in line with CSSP's revised Scope of Work (SOW) for Years 4 and 5, which provides for CSSP's old POs 2 and 3 to be merged into a single PO, PO2, and for grant-making no longer to be a performance objective as such. Although the SOW had not yet been completely finalized at the time of

writing (January 31), it seemed sensible to start reporting in terms of the likely new POs as a step in the new SOW's direction.

To supplement the descriptions of work explicitly addressing these two POs, the Quarterly Report includes a section on work on the two POs seen from the perspective of grant-related work, given that this work continued to be a central CSSP activity from which various other technical interventions devolved. The report also includes brief accounts of CSSP's Special Activities and M&E (monitoring and evaluation) activities.

Appendices give information about CSSP's finances to the end of the quarter, and about the City Forum program being undertaken in East Java and elsewhere by CARE International under CSSP auspices. Numbers in italics in square brackets refer to relevant sections of the CSSP draft Work Plan for Year 4, submitted but not yet approved by quarter end.

Benchmark data on CSSP's quarterly achievements, as provided for in CSSP's new draft SOW, will be included from the next Quarterly Report on, once the new Scope of Work and the precise nature of new benchmark reporting needs have been confirmed.

1. Program activities

As already noted, this section is divided into 5 parts. The first 2 deal with all those activities directly relating to CSSP's 2 Performance Objectives (POs) that are not included in Part 3. Part 3 describes grant-related activities on the 2 POs in terms of work by region. Part 4 deals with special activities, notably those supported by the Strategic Activities Fund or SAF, hitherto known as the Special Activities Fund. Part 5 reviews work during the quarter in the M&E (Monitoring and Evaluation) field.

1.1. Performance Objective 1: Analysis, articulation and effective advocacy that produce policy reforms and implementation

1.1.1. Building CSO networks and coalitions

In line with CSSP's newly increased emphasis on strengthening and linking together select clusters of leading CSOs in Jakarta and the regions, CSSP took steps during the quarter to help build networks and promote the sharing of experiences among advocacy NGOs and other stakeholders in the regions as well as in Jakarta. It was involved in 3 notable initiatives in this respect, 2 in Papua – in Fakfak and Jayapura, respectively – and one in Jakarta.

In Papua, CSSP technical team members facilitated a multi-stakeholder meeting in the north-western district town of Fakfak to sound out local civil society concerns and get to know the major players there. The meeting, which took place in November, involved some 40 representatives of civil society and government in this potentially important district, a district in which CSSP will be strongly involved as part of its new Bird's Head initiative. For details of the Fakfak meeting, and of the Bird's Head initiative, see below, Section 1.3.6.

CSSP specialists also initiated a second networking event in Papua, this time in Jayapura, when they brought together members of a key regional human rights network for a liaison and experience-sharing meeting. The aim of the meeting was to strengthen the network, which CSSP had earlier given capacity-building support to, and make it more durable. Section 1.3.6. below also gives details of this activity.

In Jakarta, CSSP responded to a request for help from USAID/CPT and helped organize a 'pre-election assessment workshop'. Held in November, the workshop helped USAID/CPT specialists develop a support strategy for the Indonesian general elections in 2004. It also served as a useful networking occasion for CSOs interested in election-related activities. For details see below, Section 1.4.1. [*Work Plan, 1.5.*]

1.1.2. Promoting Technologies of Participation

In pursuit of its aim of introducing good techniques for CSOs to use when promoting civil society participation in decision-making, especially public policy decision-making, CSSP continued to disseminate one particular set of techniques, Technologies of Participation (ToP), among interested CSOs. As noted in earlier Quarterly Reports, CSSP started this process in Years 2 and 3 by introducing ToP to CSOs in North Sulawesi, drawing on the expertise of

Philippine consultants to do so. During this quarter CSSP extended the reach of ToP by arranging for ToP facilitation training to be offered to selected CSO partners in East Java. Plans were also made during the quarter for a further ToP training workshop in East Kalimantan in the following, 14th quarter.

The ToP training in East Java took the form of a 3-day workshop in Tretes from December 20 to 22. 18 trainees from 13 organizations took part. The principal trainers were two East Java graduates of the ToT (training of trainers) course on ToP that CSSP had organized in Manado in July. Although the participants had earlier served as facilitators of one kind or another, they all agreed that the ToP training improved their skills. For more on this activity, see below, Section 1.3.5. *[Work Plan, 1.1.]*

1.1.3. Documenting and sharing cases of constructive advocacy

During the quarter CSSP advocacy specialists continued to work with a group of 12 carefully-selected CSOs from different parts of the country on a project to research, document, discuss and distribute successful instances of constructive advocacy (for details of earlier work in this field, see Quarterly Report no. 12, Section 1.1.3.). The aim of the work is to promote a more positive view among CSO advocacy partners of the relationship that can be created between advocacy NGOs and local governments, and thereby strengthen the long-term effectiveness of selected advocacy CSOs.

During the quarter the 12 CSOs involved completed the work of writing their case studies. The CSSP Advocacy Specialist held discussions with the Yogyakarta-based CSO LAPPERA about holding 6 regional workshops for sharing the case studies with other interested groups. It was agreed that these workshops would be held in the 3rd and 4th quarters of Year 4 in Malang in East Java; Bandung in West Java; Tenggarong in East Kalimantan; Manado in North Sulawesi; Banda Aceh in Aceh; and Jayapura in Papua – all locations where civic participation has taken root but still needs strengthening. Local partners with a strong interest in co-hosting the workshops – all of them CSSP grantees – were also identified. They were Enlightenment in Malang, BIGS (Bandung Institute for Government Studies) in Bandung, Yayasan Kelola in Manado, Yayasan Rumpun Bambu in Banda Aceh, and FOKER LSM Papua (Papua NGO Forum) in Jayapura. A draft workshop agenda was drawn up for discussion with local partners. *[Work Plan, 1.3.]*

1.1.4. Supporting CSO coalitions addressing advocacy issues nationally

During the quarter CSSP continued to support groups of advocacy CSOs working on major national civil society issues. One of these groups is a CSO coalition working on the Legislative Process Bill (for earlier CSSP work on this and other national-level advocacy issues see CSSP's 3rd Annual Report, Section 2.1.2.) During the quarter CSSP took the lead in enabling the coalition to hold a special meeting to discuss strengthening its membership and its work in the regions. Those attending the meeting, which took place in November, included representatives of 3 CSOs based in Jakarta and 4 CSOs based in Bandung – PSHK (Pusat Studi Hukum Kajian Indonesia), LSPP (Lembaga Studi Pers dan Pembangunan), ICEL (Indonesian Center for Environmental Law), FPPM (Forum Pengembangan Partisipasi Masyarakat), IPGI (Indonesian Partnership on Local Governance Initiatives, a project of the Politics and Social Science Faculty

of the University of Indonesia), BIGS and SAWARUNG (Sarasehan Warga Bandung). The last two mentioned, BIGS and SARAWUNG, are current CSSP grantees. In addition there were participants from LAPPERA, Yogyakarta and KOMPIP (Konsorsium Monitoring dan Pemberdayaan Institusi Publik, a CSO based in Sragen, Central Java). Three representatives of the coalition's donor support group – from AusAID, the Ford Foundation and the TIFA Foundation – also attended.

Meeting participants agreed on a process for regularizing and improving the participation of coalition members, especially members from regions outside Jakarta. They also decided to develop pilot areas or 'hubs' in the regions where the benefits of participating in public policy-making could be demonstrated. They agreed who the organizers of these hubs would be, and what steps were needed to bring the 'hubs' into being. *[Work Plan, 1.4.]*

1.2. Performance Objective 2: Strengthened CSO/NGO administrative management, planning and financial self-reliance that increase the sustainability of CSOs

1.2.1. Building regional capacity in the field of financial self-reliance (FSR)

During the quarter CSSP continued to focus on ensuring that a good selection of CSO grantee partners in CSSP's 6 geographical focus regions achieve – or moved towards achieving – a high degree of financial self-reliance (FSR). To this end CSSP maintained its current series of capacity-building interventions by organizing FSR training sessions, workshops and discussions for selected CSO partners in 2 of its 6 focus regions, North Sulawesi and East Kalimantan.

The training sessions and workshop in North Sulawesi, which took place in Manado from November 18 to 28, were attended by 5 CSOs, all of them current or future CSSP grantees. They were: YPMI (Yayasan Pemberdayaan Masyarakat Indonesia), Yayasan Serat, YDRI (Yayasan Dian Rakyat Indonesia), Yayasan Kelola and Yayasan PEKA (Pelita Kasih Abadi). For details of these events, see below, Section 1.3.3.

The intervention in East Kalimantan took the form of a discussion between CSSP FSR specialist staff and 5 CSO partners in the region. The aim of the discussion was to draw on regional civil society experiences for the future use of CSOs in East Kalimantan and elsewhere. For details, see below, Section 1.3.2.

The CSOs visited in North Sulawesi and East Kalimantan were provided with three FSR reference materials, namely: 'Bagaimana Menulis Proposal' ('How to Write Proposals') from Yayasan TIFA, the resource book *Towards Financial Self Reliance* by former CSSP FSR specialist Richard Holloway, and the widely-used *Worldwide Fundraiser's Handbook*. *[Work Plan, 2.5.]*

1.2.2. Creating FSR Service Providers

In line with its aim of creating a group of Indonesian Service Providers with FSR-related training skills, CSSP continued to collaborate with the Soros-funded TIFA Foundation in organizing a series of training courses and workshops for FSR trainers. (For the origins of the collaboration between TIFA and CSSP, see Quarterly Report no. 11, Section 1.3.3.). In the previous, 12th quarter CSSP and TIFA had jointly organized a Training of Trainers (ToT) workshop on basic fundraising skills (see Quarterly Report no. 12, Section 1.3.4.). During the present quarter, from October 28 to 31, the two organized a second ToT workshop, this time on integrated financial planning. 21 people participated, most of them people who had taken part in the first ToT. 11 were from USAID/CPT and USAID partner organizations, including CSSP itself. Although the participants were familiar with organizational planning processes, feedback indicated that they found the course very valuable. They particularly appreciated learning how to integrate financial and strategic planning, seeing it as an important way of convincing CSOs of the need for FSR.

A third joint ToT workshop, on business planning, was under discussion at quarter end and planned for the 3rd quarter of Year 4.

1.2.3. Promoting domestic funding: Corporate Social Responsibility (CSR)

In line with CSSP's aim to develop the corporate sector as an alternative source of funds for CSOs, CSSP continued to cultivate ties with corporate donors in Jakarta, and developed stronger links with corporate donors in East Kalimantan.

In East Kalimantan CSSP organized and facilitated a meeting between CSOs and corporations in the province. The purpose of the meeting, on December 14, was to acquaint the two with each other's activities and outlook, and to explore possible avenues of cooperation. The meeting went well, with both sides recognizing the scope for synergy. For details, see below, Section 1.3.2.

In Jakarta, CSSP continued to be a leading player in the international donor group supporting the growth of corporate social responsibility (CSR) in Indonesia. On November 18 the donor group met Carol Seymour of Shell Indonesia, ad hoc chair of the steering committee of a Jakarta forum of chief executives interested in CSR, to discuss next steps. She told them about an international conference on CSR that the steering committee will be organizing in September 2003. It was agreed that the two sides would work together to make this an effective event.

Consistent with its efforts to promote CSR and develop the corporate sector as an alternative source of funding for CSOs, CSSP provided technical assistance (TA) during the quarter to Indonesia Business Links, an organization of 20 local and international companies that grew out of discussions in the World Bank in 1998, and promotes business ethnics and the small business sector. The TA consisted of a local specialist consultant, Prabowo, and its purpose was to help IBL take stock of its mission, goals and plans for the future. One of IBL's declared intentions was to explore the prospects for partnerships between the corporate sector and CSOs. The stock-taking process was due to be concluded in the first quarter of 2003. [*Work Plan, 2.7.*]

1.3. Activities to achieve Performance Objectives 1 and 2 by region, with special reference to grants and grant-making

During the quarter CSSP continued to focus technical assistance, training and grant-making activities on its 6 priority regions, Aceh, East Kalimantan, North Sulawesi, West Java, East Java and Papua. To the extent possible with an ordered departure in place, efforts were made to integrate further the two main technical groups within CSSP, the technical support group and the grant group, so that Regional Specialists within the grant group could broaden the scope of their interventions, calling on technical assistance in particular fields such as management capacity-building, advocacy and financial self-reliance as needed. Some of the results of these synergies at the regional level have already been described in Sections 1 and 2 of this Report. In this Section we briefly review regional activities from a grant perspective.

Before considering CSSP's activities by region, it is important to note that a key feature of CSSP's regional activities during the quarter was the number of grants ending or in their closing stages. These grants requiring various interventions in order to ensure that they were completed in compliance with the Grant Agreements concerned, and that the CSOs involved were as well-equipped as possible to maintain themselves and their activities without CSSP financial support, or (in a few cases) with the prospect of a follow-on CSSP grant within the next quarter or so.

Moving from west to east geographically, CSOs whose grants ended during the quarter were:

WALHI (Wahana Lingkungan Hidup Indonesia) Aceh
 KBH (Kantor Bantuan Hukum) Bengkulu
 KOAK (Komite Anti Korupsi) Lampung
 LPAD (Lembaga Pemberdayaan dan Aksi Demokrasi) Riau
 YPRK (Yayasan Pondok Rakyat Kreatif) North Sumatra
 LEKSIP (Lembaga Konsultasi Pemburuan) East Kalimantan
 YBML (Yayasan Bina Manusia dan Lingkungan) East Kalimantan
 ISAI (Institut Studi Arus Informasi) Jakarta
 FORSA (Forum Salatiga, Institute for Interdisciplinary and Interfaith Studies)
 Central Java
 SPEKHAM (Solidaritas Perempuan untuk Kemanusiaan dan Hak Asasi Manusia) Solo,
 Central Java
 IDEA (Institute of Development and Economic Analysis) and others, Yogyakarta
 LKM (Lembaga Konsumen Media, Media Watch) East Java
 LAKPESDAM NU (Lembaga Kajian dan Pengembangan Sumberdaya Manusia
 Nahdlatul Ulama) East Java
 LPKP (Lembaga Pengkajian Kemasyarakatan dan Pembangunan) East Java
 WALHI (Wahana Lingkungan Hidup Indonesia) Sulteng, Central Sulawesi
 YABIMU (Yayasan Sosial Bina Mandiri Utama) Papua
 AIDP (Aliansi Demokrasi untuk Papua) Papua

The following is a brief review of CSSP activities, particularly grant-related activities, by each of USAID/CPT-CSSP's 6 geographical focus regions.

1.3.1. Aceh and nearby

All the CSSP grants in Aceh and the rest of Sumatra were at their closing stages or ended during the quarter. As noted above, WALHI Aceh, YPRK Medan, KBHB Bengkulu, KOAK Lampung and LPAD Riau all completed their grant projects during this quarter, leaving only 2 Aceh grantees, YRBI (Yayasan Rumpun Bambu Indonesia) and LBH APIK (Lembaga Bantuan Hukum, Asosiasi Perempuan Indonesia untuk Keadilan), as ongoing grantees.

To concentrate CSSP's future work in Aceh, and to respond to new opportunities provided by the December 5 peace accord between the Government of Indonesia and Gerakan Aceh Merdeka – essentially a ceasefire agreement, with much follow-on work still to be done – the CSSP Regional Specialist and the CPT Grant Manager for Aceh made a visit to the province at the end of November. Their intention was to outline CSSP's plans for the coming year to CSSP's current and potential partners, and to identify prospective targets of future CSSP support.

They held meetings with human rights CSOs, NGOs working on women's issues, media groups and a leading member of Muhammadiyah. In addition to CSSP's existing CSO partners they identified 2 potentially suitable future partner CSOs, La Kasspia and ACSTF (the Aceh Civil Society Task Force), both of which were found to have good program plans. Other possible future partners were the human rights group YPHAM (Yayasan Peduli Hak Asasi Manusia), supported for several years by USAID/OTI (now USAID/CPRC), and Program Pendidikan Damai, which is trying to get teaching on peace and reconciliation included in the provincial education curriculum.

With regard to CSSP's existing partners, during the next quarter CSSP expects to provide technical training to WALHI Aceh, YRBI and LBH APIK. A draft list of training needs for each of them was identified in December as part of CSSP's capacity building plan for Year 4. Meanwhile a second grant proposal from CSSP's long-standing CSO partner Koalisi NGO HAM Aceh (Aceh NGO Human Rights Coalition) was received during the quarter and was in the process of being finalized at quarter end. *[Work Plan, 3.4.1.]*

1.3.2. East Kalimantan and nearby

Having started later than CSSP's regional programs in provinces such as Aceh, the program in East Kalimantan was effectively mid-term during the quarter, with several projects only recently started. CSSP team members, including the East Kalimantan Regional Specialist, monitored grantees' activities and provided advice and training on issues relating to advocacy and financial self-reliance.

The work of CSSP's 3 current grantees – LBB (Lembaga Bina Benua) Puti Jaji, POKJA 30 and BIKAL (Yayasan Bina Kelola Lingkungan) – proceeded satisfactorily. The project activities of all 3 relate to transparent, participatory governance with special reference to natural resources. POKJA 30 continued to build up citizens' groups in the cities of Samarinda, Balikpapan and

Tenggarong so as to address contentious water supply issues. LBB Puti Jaji maintained its work on empowering village communities in West Kutai and Kertanegara districts. And BIKAL developed activities in East Kutai and Bontang designed to ensure the Kutai National Park is better demarcated, protected and maintained. At one point during the quarter the Regional Specialist attended a public dialogue in Teluk Pandan organized by BIKAL at which local communities expressed concerns about the demarcation, management and marketing of the Kutai National Park, called for more community involvement, and agreed to put their arguments to the East Kutai government in January.

Puti Jaji's financial reporting drew attention to itself during the quarter, and CSSP asked its auditors Johan, Malonda and Rekan to do a full audit. This was in process at quarter's end.

Work on one 'pipeline' grant proposal, from the CSO AMN (Aliansi Masyarakat Nelayan) was close to completion at quarter's end. The grant to AMN will be for a project involving fishing communities and coastal resource management in the Balikpapan area.

Partly with a view to helping local CSO partners think more about practicable local sources of future funding, CSSP team members took the initiative during the quarter (as noted above in Section 1.2.3.) to promote a regional dialogue between CSOs and leading corporate players. The dialogue took the form of a CSSP-facilitated meeting between representatives of selected CSOs – YBML, AMAN, LEKSIP, LBB Puti Jaji, POKJA 30 and BIKAL – and the community development sections of 3 natural resource companies, PT Kaltim Prima Coal, PT Unocal, and PT Kelian Mining Equatorial (part of the Rio Tinto group). The aim was to find common ground between the two sides, and the results were promising. Despite initial misgivings, the two groups came to recognize the importance of each other's strengths and roles, and accepted that partnerships between NGOs and the corporate sector could be forged on the basis of shared interests and mutual respect. They agreed to hold a second meeting – with a request to CSSP again to be convenor and facilitator – to arrange field trips to companies' community development project areas and consider ways of working together.

In a related development, the Regional Specialist attended a workshop held in November by another major corporate player in the region, the Bontang-based fertilizer manufacturer PT Pupuk East Kalimantan. The aim of the workshop, attended among others by local NGOs and community groups, was to identify lessons learned from, and the future needs of, Pupuk's community development program in Bontang city. One outcome was a recommendation that PT Pupuk help build the advocacy capacities of local CSOs so that they can play a more effective role in monitoring the program. The CSO Parliamentary Watch, which took part in the workshop, agreed to take a lead in strengthening advocacy capacity. (Parliament Watch is not a CSSP grantee, but has cooperated with CSSP in East Kalimantan, for example by taking part in the CSSP workshop on civil society in Bontang in March 2002 (for more on the workshop see Quarterly Report no. 10, Section 2.4.3.2.)).

During the quarter CSSP's Regional Specialist and FSR Specialist also met a group of 5 CSO partners in Samarinda – at the USAID/NRM office there – to discuss instances of successful FSR management in the area, drawing on the experiences of a range of NGOs. CSSP's aim was partly to offer further advice as needed, and partly to learn about FSR practices and experiences

that could be shared with other CSO partners. A number of useful achievements were highlighted. One East Kutai NGO received funding from companies' community development program funds. Another generated income by running computer and English language training courses. Others, for example a women's NGO in Samarinda, sustained themselves partly from small but regular foreign donations. The CSOs taking part in the discussion were AMN, Yayasan BIKAL, POKJA 30, Puti Jaji and LEKSIP (Lembaga Konsultansi Perburuhan). The finance director of CSSP grantee YBML (Yayasan Bina Manusia dan Lingkungan) who had earlier attended two ToT courses sponsored by CSSP, and whose CSO YBML is itself a creative practitioner of FSR, served as a facilitator and demonstrated his potential as a future FSR resource person for the region, which is short of such people.

During the quarter the grants of LEKSIP and YBML both came to an end. Despite some programmatic and management problems, LEKSIP successfully achieved its main aim of serving as a support group for local labor organizations, and expects to continue receiving support from the Ford Foundation. During the short 6-month period of its grant, YBML worked well with community groups in Balikpapan to increase citizen involvement in the drafting of local regulations, particularly those relating to the nearby River Wain Protected Forest. At the same time it was able to help local government see the value of consulting citizens before legislating. YBML ended its project by achieving a major goal, finalizing and delivering to the Balikpapan office of Bappedalda (the government's Environmental Impact Management Agency) a draft regulation on the management of the River Wain Protected Forest. *[Work Plan, 3.4.3.]*

1.3.3. North Sulawesi

CSSP's work in North Sulawesi during the quarter consisted mainly of monitoring CSSP's 3 grant projects in the region, all of them recently approved. The CSO grantees and their projects are:

- Yayasan PEKA (Pelita Kasih Abadi), whose project is designed to promote good governance and conflict prevention in 6 target villages;
- Yayasan Serat, whose project seeks to prevent conflict and promote peaceful pluralism in Manado and Bitung, with special reference to equitable access for members of the informal sector of the economy;
- YPMI (Yayasan Pemberdayaan Masyarakat Indonesia), whose project focuses on strengthening local government through community participation.

During the quarter work continued on two 'pipeline' grants. The first, near completion at quarter's end, was for Yayasan Kelola, a CSO working with fishing communities to improve their knowledge of human rights and advocacy skills. The second was for YDRI (Yayasan Dian Rakyat Indonesia), for a project to strengthen local BPDs – *Badan Perwakilan Desa* or Village Representative Councils. Most of the leading members of YDRI were earlier members of the CSO Yayasan Dian Sulawesi, itself a former CSSP grantee. To help bridge the two grants to this group it was agreed during the quarter to use CSSP's Strategic Activities Fund (SAF) to fund a project planning workshop.

As already noted (see above, Section 1.2.1.), in November the FSR Specialist and the Regional Specialist for North Sulawesi organized training sessions and a workshop on FSR for all 5 of these CSO partners – PEKA, Serat, YPMI, Kelola and YDRI. All 5 organizations agreed on the value of the workshop and other interactions with CSSP.

As a result of the workshop, YPMI devised and carried out a plan to offer fee-paying training courses in small business development at its training facility outside Manado. It also made plans to offer fee-paying training courses to CSOs in ToP, civic education, legal drafting and other relevant skills. Yayasan Serat devised a plan, drawing on existing resources, to offer graphic design services and run a computer rental and internet shop. YDRI was encouraged to continue developing its business interests, including a cooperative selling basic commodities whose capital value at year end was Rp 11.5 million, 5 times its start-up value earlier in the year. The workshop being its first exposure to FSR, Yayasan PEKA proceeded more cautiously. It decided to ensure that its staff was capable of carrying out fundraising activities before looking into potential money-earners. Yayasan Kelola asked CSSP to provide further TA in financial and business management so as to strengthen its already well-developed FSR activities, including managing a credit union, a car rental business, and 3 shops. Kelola experience of FSR was the most mature of all 5 CSOs, dating back to its participation in a CSSP-backed workshop on FSR held in Bali in April 2001.

During the quarter the Regional Specialist made a close-out visit to one of CSSP's early grantees, WALHI Sulteng in Palu. She found that one major impact of the grant from CSSP is that the local communities can now advocate effectively on mining problems in their local areas.

1.3.4. West Java and nearby

Work in West Java slowed during the quarter, largely because of the prospective departure of the Regional Specialist for West Java, likely to have to leave for family reasons. Preparatory work on a 'pipeline' grant to the CSO West Java Corruption Watch continued. And discussions took place with grantee Yayasan Dutha Tani, whose grant for a project to empower farmers' organizations in the Karawang area had just ended, about the possibility of further project assistance from CSSP. In addition the Regional Specialist and the FMS (Financial Management Specialist) for West Java visited CSSP's two main Bandung-based grantees, BIGS and Sawarung, to monitor and assist with their financial management. The projects of both these grantees were proceeding well – Sawarung's on corruption in public services and BIGS's on promoting transparency in local government budgeting. *[Work Plan, 3.4.6.]*

1.3.5. East Java

With 10 grant projects well into their project life or near to closing out, plus one new one pending CO approval, this quarter was a peak period for the CSSP Surabaya office and for its CSO partners in East Java.

A number of specific activities were worthy of note. Work on village governance reform, a core element of CSSP's work in East Java, continued apace. During the quarter SAF support was provided to YAPSEM (Yayasan Pengembangan Sosial Ekonomi Masyarakat), a Lamongan-

based foundation, for it to organize 3 discussions on empowering BPDs and KSMs (*Kelompok Swadaya Masyarakat* or Community Self-Help Groups). The aim of the discussions was to promote democracy at the village level by empowering BPDs and KSMs to participate effectively in the management of village affairs. During the discussions, which took place in Lamongan from December 16 to 24, participants were provided with tools needed to encourage constituent participation.

Agreement was also reached during the quarter with CSSP's 4 main CSO partners in the village governance field – LPKP (Lembaga Pengkajian Kemasyarakatan dan Pembangunan) in Malang, PRIMA (Perintis Industri Mandiri) in Ngawi, YPSM (Yayasan Prakarsa Swadaya Masyarakat) in Jember, and Bina Swagiri in Tuban – that a joint external evaluation of their BPD-strengthening projects would be conducted in February 2003, using staff members from each organization as peer evaluators.

Meanwhile links continued to be strengthened among these and other East Java CSOs working on village governance, and among CSSP and other institutions active in this field such as the Ford Foundation and the Yogyakarta-based USC Satunama. Given its location, PRIMA Ngawi also began linking up regularly with a range of groups in Central Java as well, links likely to lead to national level connections for CSSP's East Java CSO partners.

In a separate but related development, during the quarter the Regional Specialist and others facilitated a training workshop on basic ToP (Technologies of Participation) techniques for a select group of 20 local CSOs, including WALHI and PPOTODA (a SAF beneficiary). The facilitation was done in response to a request from the trainees themselves. The training workshop, which took place in December 2002, was led by two of those trained at the CSSP ToP training course in Manado last June, one from Bina Swagiri and the other from YPSM. They were assisted by a more experienced trainer, CSSP's Advocacy and Media Specialist.

Throughout the quarter CARE/CSSP's City Forum project continued to contribute to civic involvement in local government in 18 towns and districts, with the CARE Sidoarjo office in charge of the project, as before. The CARE Sidoarjo team took steps to focus future support for City Forums on the more enterprising and sustainable Forums among the group of 18, and to encourage greater self-sufficiency among all the Forums involved. It also identified groups interesting in developing new City Forums in some dozen locations in East and Central Java and Yogyakarta. The project faced cuts in funding in Year 5 stemming from the reduction in CSSP's overall budget, and in December saw the departure for an assignment with UNDP of its long-standing manager, CARE Indonesia's Deputy Director Kusuma Adinugroho. However he was quickly replaced by Warman, a senior member of the CARE team, in a move that augured well for continuity. For further details of City Forum project activities, see Appendix 2. *[Work Plan, 3.4.2.]*

1.3.6. Papua

CSSP's activities in Papua were in a state of transition during the quarter, as most of its existing grants there came to an end while preparations were being made to gear up work in the Bird's Head area using GDA funds.

With respect to CSSP's existing grantee partners, work during the quarter focused on closing out existing grants and considering options for rationalization and concentration of effort during the remaining 21 months of the program. Preparations were made for the Jayapura-based CSO ELPERA (Lembaga Pengembangan Ekonomi Rakyat) to be subject to an external audit, beginning in the next quarter, following the conclusion of its grant project in Fakfak. A question remains as to what role ELPERA could play in the coming 21 months in the context of CSSP's Bird's Head initiative (see below). The same applied to another major CSSP grantee headquartered in Jayapura, FOKER LSM Papua (Papuan NGO Work Forum). FOKER, whose grant is now over, seems to have potential as a Service Provider, with a good network outside Jayapura. But the capacity of its Jayapura secretariat to deliver training is limited, its greatest strength as a trainer probably being in the field of financial administration.

As noted earlier in this Report (see above, Section 1.1.1.), CSSP specialists were responsible during the quarter for two important networking meetings in Papua, one among human rights partners in Jayapura, the other among stakeholders in the Bird's Head district of Fakfak. The Jayapura meeting brought together 4 of the 8 members of a human rights forum to which CSSP and USAID-CPT had earlier provided capacity-building support (see especially Quarterly Report no 8, Section 2.4.2.6.) The Forum consists of AIDP, FOKER LSM Papua – both of them grantees – ELSHAM, Kontras Papua, LP3A Papua, SKP Jayapura, LBH Papua, and the Human Rights Study Center at Cenderawasih University. For many months prior to the meeting Forum members had shared concerns but suffered poor communication among themselves. The meeting, held in Jayapura in November, was an attempt to remedy this state of affairs. It was attended by 4 members of the Forum, LBH, AIDP, LP3A and FOKER LSM. Participants exchanged information on their activities, discussed salient human rights issues, and agreed to hold regular meetings among all 8 Forum members.

The other networking meeting, in Fakfak, was significant because – as noted earlier – Fakfak is one of 3 districts that are the focus of a new CSSP civil society strengthening project in the Bird's Head area. (The other 2 are Manokwari and Sorong.) The new project, which draws on \$400,000 allocated to CSSP from the USAID Global Development Alliance (GDA) fund, is designed to dovetail with other USAID activities in the area, all of them complementing work being done by the natural resource company BP as part of its gas exploitation initiative in Bintuni Bay. The aim of the CSSP Bird's head project is to support the strengthening of local advocacy and human rights CSOs so as to promote more transparent, participatory and equitable local governance. Alongside this, the project will be open to addressing capacity-building needs of the CSO partners of other USAID SO teams.

The meeting in Fakfak, on November 21, brought together some 40 participants representing local CSOs, local members of the DPRD (parliament), government officials, district and village heads, village council members, indigenous and religious leaders, and media workers. Participants discovered that despite a shared interest in the implementation of special autonomy for Papua, they had not previously come together as a group to develop a plan on implementing it. Through the meeting CSSP was able to help build better relationships among stakeholders, and to spark interest in creating a broad coalition to implement special autonomy in the setting of the Bird's Head area.

The meeting in Fakfak was to be one element of an appraisal – mapping and analysis – of CSOs in the Bird’s Head area that CSSP planned to do, largely with its own resources, during the course of the quarter. Plans for this appraisal were, however, interrupted by the ordered departure, and by the end of the quarter it was clear that an external consultant or consultants would have to take on at least some of it instead. A Scope of Work was duly drafted, limited initially to Sorong. It was ready by quarter end, with the field work in Sorong due to be done in the following quarter.

To expedite work on the Bird’s Head project a ‘Bird’s Head Working Group’ was set up in Jakarta, and had its first meeting in December 2002. The Working Group consists of specialists from CSSP and CPT with an interest in Papua. At its December meeting the Working Group accepted for further consideration two small grant proposals from the Bird’s Head area, both from CSOs in Manokwari. *[Work Plan, 3.4.5.]*

1.3.7. Jakarta and national

In addition to work in its 6 geographical focus regions, CSSP continued to manage a selection of grants to national-level CSOs, mostly in Jakarta. Its grant to one of these, ISAI (Institut Studi Arus Informasi), came to an end during the quarter. Some grant funds were unspent at the end of the grant, and CSSP agreed to ISAI using part of these funds on a study of ‘potential conflict and its prevention in Lombok as a result of the Bali bombing’. This reallocation of funds was done with encouragement from USAID/CPT, which was keen to direct civil society efforts towards countering possible repercussions within Balinese and Lombok society of the October 12 Bali bomb attacks.

Another Jakarta grantee, INCIS (Indonesian Institute for Civil Society) continued holding its regular monthly discussions on civil society issues. A 3rd grantee, the Jakarta office of SEAPA (South East Asian Press Alliance), also held discussion forums on drafting media advocacy bills. These were well attended by representatives of the media and NGO activists.

In December a 4th Jakarta-based grantee, PSPK (Pusat Studi Pengembangan Kawasan), drew on CSSP and Ford Foundation support to conduct a national workshop for its ‘forum’ or network of CSOs advocating transparency in local government budgeting. Participants from 11 provinces attended the workshop for the forum, which is called FITRA (Forum Indonesia untuk Transparansi Anggaran).

1.3.8. Other grant-related issues

Grants were managed effectively during the quarter, though – unprecedentedly – no new grants were awarded. There were various reasons for this. Among them were requests from USAID pending finalization of CSSP’s revised Scope of Work for CSSP not to encourage new grant applications, and to be sparing in taking up relationships with new grantees, rather than consolidating relations with old and tried ones. Partly as a result of this only 28 new grant applications were received during the quarter, far fewer than in earlier quarters. Of these only 3 were accepted by the single meeting of the USAID/CPT-CSSP Project Review Committee

(PRC) that took place during the quarter, all of them for SAF support rather than grants. With USAID/CPT's encouragement CSSP also reduced the number of 'pipeline grants' – grants agreed to by the PRC but not yet finally approved by the Contracting Officer – by about 70%, to just 5. Other factors limiting the extent of grant activity during the quarter were doubts about whether even these 5 prospective grantees would be financially grantworthy, and administrative delays caused by the ordered departure of the Grant Coordinator and key USAID/CPT staff.

All this meant that the total number of grant agreements approved for disbursement during the life of CSSP stayed at 55 – the same number as in the previous quarter, but still more than the minimum number stipulated in the USAID contract. Of these, 42 were still active at the beginning of the quarter, and – as already noted – 17 ended during the quarter, leaving 25 still active by quarter's end. One prospective grant, to KPPD (Kelompok Perempuan Pro-Demokrasi) in Surabaya, East Java, was still pending CO approval at quarter's end.

During the quarter members of the grant group continued to monitor grants and engage with grantees, offering a range of advice and assistance and drawing on CSSP's other technical resources in a manner consistent with the broader remit of Grant Managers, now renamed Regional Specialists, during Years 4 and 5. Geographical responsibilities among the CSSP Regional Specialists during the quarter were as follows:

Aceh and East Kalimantan	Zaniar Sahyan
North Sulawesi and Jakarta-based projects	Mursyidah Machmud
West Java and nearby	Bob Prasetyo
East Java and Papua	Sheila Town

Standard internal auditing functions were also maintained. One external audit was conducted by auditors Johan, Malonda and Rekan, of the East Java grantee YAMAJO (Yayasan Madani Jombang), following doubts raised by CSSP financial staff about YAMAJO's monthly financial reports. Discussions regarding YAMAJO's finances were continuing at quarter's end, with some funds misspent under the terms of the Grant Agreement between CSSP and YAMAJO being returned to CSSP. As already noted (above, Section 1.3.2.), one other external audit, for the East Kalimantan grantee LBB Puti Jaji, was getting under way at quarter's end.

Because of the ordered departure and uncertainties about the final terms of CSSP's revised Scope of Work, grant evaluations that would normally have been carried out were put on hold during the quarter (for more see below, Section 1.5.).

At the end of the quarter it was becoming clear that USAID would soon confirm a figure of US\$7.6 million as the budget for grants over the 5 years of CSSP, rather than the \$10 million initially agreed to in 1999. This had implications for the number of new and follow-on grants to be awarded during the remaining 21 months of the program. Disbursements for the 30 grants completed by the end of the quarter amounted to just under \$4 million, with funds committed to ongoing projects accounting for some \$3 million more. Added to this was the projected cost of the 5 ‘pipeline grants’, which seemed likely to be slightly less than \$450,000. \$7.4 million or so was thus accounted for, leaving only \$200,000 or so in unallocated grant funds. That said, grant funds returned as unused in the future might make available a further \$2-300,000, thus allowing for as much as \$500,000 for further grants, depending on timing. In addition there were funds from the GDA fund earmarked for small grants for the Bird’s Head area of Papua. In discussions with USAID/CPT during the quarter these Bird’s Head grant funds were tentatively set at \$120,000, \$60,000 per annum for Years 4 and 5. (All projections here are based on an exchange rate of \$1 = Rp 8,500.) Still, the situation called for great care and selectivity in future grantmaking.

1.4. Strategic Activities Fund

During the quarter CSSP began referring to its Special Activities Fund (SAF) as the Strategic Activities Fund, in line with the change of name anticipated in the draft revised Scope of Work for CSSP Years 4 and 5. SAF actions undertaken during the quarter were as follows:

1.4.1. Pre-election assessment activities, Jakarta and Manado, October-November 2002

As noted above (Section 1.1.1.1.), in October and November 2002 CSSP helped organize a pre-election assessment workshop and a brief appraisal of pre-election conditions nationwide. The purpose of both activities, undertaken at the request of USAID/CPT, was to enable USAID/CPT to identify the needs and constraints involved in conducting genuine and transparent general elections in 2004.

The appraisal was mainly the work of an external consultant, Bambang Shergi Laskmono, hired by CSSP for the purpose. Working with CPT team members he spent time in Jakarta and Manado meeting leading CSOs and others in small focus group discussions and one-on-one meetings. The appraisal assessed the political environment, the degree of independence of the National Election Commission, the capacity of institutions implementing the elections, available resources, the condition of voter rolls, legal parameters, the timetable for the elections, the competence of the media and NGOs, the level of development of political parties, the level of knowledge of voters, gender and equal opportunity issues, and security concerns. It made recommendations on the feasibility of and requirements for holding genuine elections at all levels, and made suggestions about how USAID could give assistance through US-based and Indonesian partners.

The pre-election assessment workshop, which the consultant attended, took place on November 5. Its aim was to gather inputs from practitioners in election monitoring, voter education and media, again with the intention of helping USAID and other donors develop a strategy in support

of the 2004 general elections. The workshop was facilitated by a group from CSSP and USAID/CPT. A CSSP specialist facilitated a break-out group session on voter education, in which 25 civic education CSOs interacted and looked back at lessons learned from past voter education activities. The group realized that they had worked separately rather than together in the last, 1999 general elections, and recommended a national workshop for all CSOs interested in voter education for them to develop a common strategy and standard requirements for organizations in this field. *[Work Plan 4.2.1.]*

1.4.2. YAPSEM-led discussions on empowering BPDs, in East Java, December 2002.

As already noted (see above, Section 1.3.5.), in December CSSP gave SAF support to a Lamongan-based foundation in East Java, YAPSEM, to organize a series of discussions on empowering village-level institutions, part of CSSP's broader range of activities in this field in East Java and elsewhere. The discussions were assisted by a consultant from USC Satunama, Fadjar Sudarwo. *[Work Plan 4.2.2.]*

1.5. M&E (Monitoring and Evaluation) activities

1.5.1. Evaluations

Because of the ordered departure, and ongoing discussions with USAID about CSSP's revised Scope of Work, grantee evaluations were put on hold for the quarter, with no new evaluations being carried out. CSSP used the period to reflect on its approach and strategy for future grantee evaluations. Based on this reflection, and in view of likely budget constraints, CSSP determined that in Years 4 and 5 it will combine grantee evaluations with grantee capacity-building activities. Future evaluations will build on past evaluation training workshops held by CSSP by drawing some of those trained in the workshops into evaluations of peer grantees. These trainee evaluators will work with and under the guidance of appropriately qualified evaluation consultants. Where possible, theme-specific rather than grantee-specific evaluations will be encouraged. For example, a planned evaluation of four BPD-focused grantees in East Java will be conducted in the next quarter, and will serve as a macro-evaluation of grantees active in a particular thematic area rather than as four individual grantee evaluations. (This evaluation will also include a training component in which a representative of each of the CSOs being evaluated will serve on a peer evaluation team.)

1.5.2. Grantee Reporting

In light of new USAID requirements on quarterly benchmark reporting expected to be included in CSSP's revised Scope of Work, CSSP began reviewing its existing grantee reporting system during the quarter. The challenge was to identify mechanisms through which to supplement grantees' existing semi-annual reporting requirements so as to ensure that adequate data are collected for comprehensive benchmark reporting. One of the additional measures, it was decided, will be a short questionnaire for grantees to complete each quarter. *[Work Plan, 5.3.]*

1.5.3. USAID Annual Reporting

Data collated in the previous quarter by the M&E Specialist, working with the grants team, were submitted to USAID and included in USAID Indonesia's annual report.

1.5.4. CSSP Performance Monitoring Plan

The M&E Specialist coordinated the drafting of a CSSP performance monitoring plan (PMP) to reflect amended performance indicators and benchmarks expected in CSSP's revised Scope of Work. The PMP was in draft form and under discussion within CSSP at quarter's end, and was to be submitted to USAID during the following quarter. *[Work Plan, 5.1.]*

2. Administrative arrangements and activities

2.1. CSSP team: ordered departure and other changes

Having confirmed that the October 16, 2002 ordered departure applied to U.S. and TCN (third country national) contractors and their dependents, CSSP and Chemonics in cooperation with CARE and IFES made arrangements for all except one of CSSP's 13 expatriate staff and dependents to depart post. The exception was the Chief of Party, who was exempted and stayed. CSO Development Coordinator Gerry Porta and his family were given permission to work out of their home base in Manila, Philippines. Grant Coordinator Keith Hargreaves, M&E Specialist Fatima Shabodien, and Operations Manager Roshana Cohen and her spouse went to Washington DC, where they worked from Chemonics' home office. The Chief of Party's family were evacuated to their home of record, New Zealand.

Despite the disruption to the project that this evacuation caused, evacuated team members remained productive, keeping up with and contributing to project activities by e-mail and other forms of consultation. Shortly after quarter end CSSP gained permission from the USAID Indonesia Director for 2 team members, Gerry Porta and Keith Hargreaves, to return to Jakarta, though at the time of writing (January 31) the others, staff and dependents, were all still abroad.

During the quarter Chemonics projected that an evacuation of 150 days would cost approximately \$303,000. Given these unanticipated additional costs Chemonics expects CSSP to be substantially over budget before the end of Year 5. It therefore plans to seek reimbursement of evacuation costs from USAID at an appropriate time.

In addition to managing the disruptions of the ordered departure, CSSP underwent further changes during the quarter – having already shed key staff in the previous quarter for budget reasons – that temporarily affected its work. At the beginning of the quarter its IT Specialist, Norman, left after having his job downsized because of budget constraints. In December 2 other team members, Financial Management Specialist Safriza Sofyan and CSO Financial Self-Reliance Specialist Bernadet Gayatri, announced plans to leave CSSP in January 2003 after long service with the program, the first to take a more senior position elsewhere, the second for family reasons. Steps were taken at once to recruit their replacements. Finally, a 4th member of the technical team, Regional Specialist Bob Widiyoko, seemed set to leave CSSP during the following quarter, again because of family matters.

During the quarter the CSSP team was constituted as shown in the box on the next page:

a. Technical

Peter Harris	Chief of Party (Chemonics)*
Gerry Porta	CSO Development Coordinator (CARE)*
Yoenarsih Nazar	CSO Advocacy and Media Specialist (IFES)
Bernadet Gayatri	CSO Financial Self-Reliance Specialist (CARE)
Fatima Shabodien	Monitoring and Evaluation Specialist (IFES)*
Norman	IT Specialist (Chemonics)[10-08]
Keith Hargreaves	Grant Coordinator (Chemonics)*
Bob W. Prasetyo	Regional Specialist (CARE)
Mursyidah Machmud	Regional Specialist (CARE)
Sheila Town	Regional Specialist, Surabaya sub-office (Chemonics)
Zaniar Sahyan	Regional Specialist (Chemonics)
Safriza Sofyan	Financial Management Specialist (Chemonics)
Valia Irawanti	Financial Management Specialist (Chemonics)
Vita Siregar	Financial Management Specialist (Chemonics)
Ajeng	Grant Administrator (Chemonics)

b. Administrative

Roshana Cohen	Operations Manager (Chemonics)* **
Ratih Hasanudin	Office Manager (Chemonics)
Pauline Pramudija	Accountant (Chemonics)
Hera Nuraeni	Grant Bookkeeper (Chemonics)**
[vacant]	Grant Bookkeeper (Chemonics)**
Ana Kusdiana	Bookkeeper
Fitrianto	Office Assistant, Surabaya (Chemonics)**
Mieke Juniarti	Secretary (Chemonics)
Irma Fauzia	Receptionist (Chemonics)
Ucu Juhana	Driver (Chemonics)
Hariyadi (Harry)	Driver (Chemonics)
Nur Kholis	Driver, Surabaya sub-office (Chemonics)
R. Rio Harrie	Office Assistant (Chemonics)

*international hire ** also has program responsibilities

2.2. Sub-contractors and consultants

During the quarter working relations were maintained with 2 of the 4 principal international subcontractors for CSSP, CARE International and IFES (the International Foundation for Election Systems). Both organizations continued to support team members in the CSSP team, and senior IFES and CARE staff attended CSSP technical staff meetings. The other 2 subcontractors, IDP and CIPE, were not involved in CSSP during the quarter.

CARE and IFES also continued to contribute to CSSP's technical activities:

- IFES used the technical component of its CSSP budget to support mainstream CSSP activities, specifically in-country M&E initiatives, though these were limited during this quarter because of the ordered departure;
- As noted (see above, Section 1.3.5.) CARE continued to maintain its capacity-building support to City Forums in East and Central Java. Further details are given in Appendix 2. [*Work Plan, 6.3.*]

CSSP continued to work, too, with domestic sub-contractors in Indonesia. These included USC Satunama in Yogyakarta, which during the quarter provided CSSP with short-term consultant Fadjar Sudarwo to help with the YAPSEM workshop on BPD empowerment (as noted above, Section 1.4.2.), and the auditing firm Johan, Malonda and Rekan, which conducted audits for Puti Jaji in East Kalimantan and YAMAJO in East Java (as noted above, Section 1.3.8.)

Two other short-term consultants were hired during the quarter. They were Bambang Shergi Laskmono, to assist with pre-general election assessment activities (as noted above, Section 1.4.1.), and Swandaru, who served as notetaker for the East Java ToP (see above, Section 1.3.5.).

2.2. Relations with USAID: budget cut, revised Scope of Work, Work Plan, approvals

In light of two essentially discordant developments – the positive external evaluation of CSSP undertaken in June-July 2002 on one hand (see Quarterly Report no. 12, Section 2.3.1), and USAID Indonesia's budget constraints and changing program priorities post-9/11 on the other, USAID took steps during the quarter to modify CSSP's Scope of Work and reduce its overall funding by \$3.2 million. As drafted the revised Scope of Work presaged changes in CSSP's activities to take into account evaluation and other findings, while maintaining the major thrust of CSSP's aims and methods. Faced with the prospect of a reduced budget for the remainder of CSSP, the CSSP team quickly came to terms with immediate cutbacks in grant-making and stringent future limitations on the extent and range of CSSP's technical activities, including the CSSP activities of CARE and IFES. Steps were also taken to consolidate CSSP as a more compact unit, with fewer long-term team members and less office space.

In September and early October CSSP team members went through a process of consultation on work planning for the coming 12 months. The M&E Specialist and others drew up a draft Work Plan for CSSP Year 4 – covering the period October 1, 2002 to September 30, 2003 – and submitted it to USAID/CPT for discussion and approval. The submission was later than usual, by

agreement with USAID, initially because of uncertainties relating to CSSP's budget and revised Scope of Work, and later because of the exigencies of the ordered departure. By quarter's end approval by USAID was still pending.

During the quarter CSSP sought approval from the USAID CTO or CO for 9 activities requiring USAID approval. These included approval for the purchase of 3 computers for 3 City Forums in the CARE City Forum project, and approval for the 2 SAF actions described above in Section 1.4. The rest consisted of approvals for administrative measures relating to the ordered departure – the return of Gerry Porta and his family to Manila, the return of Peter Harris' family to Wellington, New Zealand, the taking of leave by Peter Harris in New Zealand, and the use of an educational allowance for the children of the Porta and Harris families. Approval was also sought for Gerry Porta and Keith Hargreaves to return to Jakarta as special cases under the terms of the ordered departure. As noted earlier, approval for this move came in the following quarter.

3. Activities for the next quarter

- Negotiation and signature by the Chemonics home office of a revised Scope of Work and budget for CSSP Years 4 and 5
- Completion of negotiation and agreement on new CSSP budgets for IFES and CARE
- Finalization and approval of the Year 4 Work Plan
- Agreement on new and follow-on grants for Years 4 and 5 likely to be developed and approved
- Further consultations within CSSP, between CSSP and USAID, and between CSSP and CSO partners, on priority capacity-building training and TA for key CSO partners, leading to a detailed plan of action
- Concerted first steps towards developing key Service Providers in Jakarta and the regions
- Concerted development of the first phase of the GDA-funded Bird's Head project in Papua
- Special activities in Aceh as agreed with USAID/CPT in the light of needs emerging from the GOI-GAM peace accord
- The 3rd in the series of training workshops on FSR co-sponsored by CSSP and Yayasan TIFA
- A ToP training workshop in East Kalimantan
- Conclusion of the 12 case studies on positive advocacy and local governance, and the holding of the 6 planned regional workshops to discuss them
- Completion and approval of the new PMP
- Completion and use of quarterly questionnaires for grantees, and analysis and synthesis of grantees' most recent semi-annual reports
- The return to Jakarta, circumstances permitting, of those CSSP international-hire expatriates and their dependents still outside the country

Figures showing CSSP's expenditure through September 30, by budget line item, are given in Appendix 1. Details of the CARE/CSSP City Forum program's quarterly activities are given in Appendix 2.

Appendix 2: CARE City Forum report

A. BPD Training

CARE together with selected City Forums successfully tested BPD training modules in 15 villages. Currently at least 3 of them are continuing the training in other villages in their districts with funding support from the local governments. The 3 are the City Forums in Pamekasan, Sumenup and Blitar, which have received funding from local government of Rp 450m, 260m and 100m respectively. All the City Forums that took part in training for the 15 villages are now providing technical assistance to BPD members to help them implement their activities.

B. Joint activities with the provincial government of East Java.

During the quarter the East Java provincial government funded 3 workshops and also participated in them. The 3 workshops were for:

- Launching a manual on strengthening BPDs and LPMKs, on October 30 – November 1. The launch was attended by approximately 100 members of the City Forum network, representatives of all East Java district DPRD (governments), the East Java provincial government and the CARE/CSSP Sidoarjo office team. The manual will be printed and distributed to all districts of East Java so that local governments can use it as a reference tool for training BPDs and LPMKs.
- Disseminating the work of the CARE/CSSP City Forum project, on December 17-18, 2002. The workshop was attended by 65 participants from Bappenas and the office of the Secretary of State, East Java government. It focused on newer City Forums in 3 districts in East and Central Java and in Yogyakarta.
- Establishing a coordination task force for civil society and good government programs for East Java. The members of the task force are from the provincial government and the CARE City Forum network. The workshop was attended by representatives of the provincial government and selected district governments, the City Forum network, the CARE/CSSP Sidoarjo office and Bappenas and the office of the Secretary of State.

C. Other activities.

Other CARE/CSSP City Forum project activities during the quarter included:

- ToT (Training of Trainers) on civil society and good governance for City Forums in Nunukan, Kendari and Palu

This ToT was conducted from October 6 to 11, 2002, and attended by 24 participants, 7 of them women. 11 were from the 3 City Forums – 4 from Kendari, 3 from Nunukan and 4 from Palu. Of the others, 2 were from local NGOs in Palu, 5 from the district governments of Nunukan (1), Donggala (3) and Kendari (1), and one from Central

Sulawesi provincial government. The training was mainly on City Forum work and for training BPDs and LPMKs.

- Public discussion on RRI (state radio) in Surabaya

The CARE City Forum project was involved in a radio discussion organized by RRI and University of Airlangga that took place on October 15, 2002. The topic for discussion was the current draft legislation on political parties, general elections and the election of the President and Vice-President.

- Assessment of new City Forums

In November and December the project selected the following 13 places (all districts except for Madiun city) as prospective locations of new City Forums: Gresik, Lamongan, Madiun, Madiun city, Bangkalan, Trenggalek and Situbondo in East Java; and Sragen, Wonogiri, Kebumen, Kulonprogo and Purworejo in Central Java and Yogyakarta.

- Discussion meeting with Bappenas, Jakarta

In November CARE City Forum program staff attended a meeting in Jakarta called by Bappenas to discuss a draft project proposal from JICA (Japan International Cooperation Agency) on City Forum involvement in community empowerment and program development.